

Approved Revised Minutes of Regular Meeting of the Board of Trustees
Sequoia Union High School District
Wednesday, April 15, 2015

Call to Order	The regular meeting of the Sequoia Union High School District Board of Trustees was called to order by President Weiner at 4:35 p.m., on Wednesday, April 15, 2015, in the Birch Conference Room at 480 James Avenue, in Redwood City, California.	
Recess to Closed Session	The Board of Trustees recessed to Closed Session at 4:36 p.m. to: <ul style="list-style-type: none">a. CONSIDERATION OF STUDENT DISCIPLINES/EXPULSIONSb. CONFERENCE WITH LABOR NEGOTIATORS, Agency Designated Representative: James Lianides; Employee Organizations: Sequoia District Teachers Association (SDTA)c. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, pursuant to Education Code Section 54957d. PUBLIC EMPLOYEE APPOINTMENTS—CARLMONT AND MENLO-ATHERTON PRINCIPALS	
Opened Public Session 5:38 p.m.	President Weiner opened the Public Session of the regular meeting at 5:38 p.m. in Birch Conference Room at 480 James Avenue, Redwood City, California.	
Roll Call	Present: Amanda Breslauer, Student Trustee Carrie Du Bois Laura Martinez Alan Sarver Chris Thomsen Allen Weiner	Absent Enrique Navas, Assistant Superintendent
Pledge of Allegiance	Assistant Superintendent David Reilly led the Board of Trustees and audience in the Pledge of Allegiance.	
Invitation to the Audience	President Weiner welcomed the audience and explained that the Consent Calendar consisted of routine or previously discussed items to be considered as a unit and voted upon by roll call vote. He explained the Public Comment section of the agenda was for permitting members of the audience to make presentations about items not on the agenda.	
Approval of the Agenda	On a motion by Trustee Thomsen, seconded by Trustee Sarver, the Board of Trustees approved the Agenda.	
Report out on Closed Session	<p>President Weiner said the Board took action in Closed Session to unanimously approve, by a vote of five in favor, Trustees Du Bois, Martinez, Sarver, Thomsen, and Weiner, with zero against, to expel student number 2014-15-27 (name to appear in official minutes)—expel for the spring 2014-2015 semester and the fall 2015-16 semester and established December 15, 2015, as the date the student may apply for readmission.</p> <p>President Weiner reported that the Board took action in Closed Session and unanimously voted to appoint Ralph Crame Principal of Carmont High School, and Simone Rick-Kennel Principal of Menlo-Atherton High School. Both appointees thanked the Board, staff and their families for the great support they have received.</p>	
Amended Consent Calendar	Removed and voted upon later in the meeting. <ul style="list-style-type: none">8a. Approval of Minutes for April 1, 2015, Board Meeting8d. Adoption of Resolution No. 1544, Directing San Mateo County Elections Officer to Conduct a November 3, 2015, Election Wholly by Mail Pursuant to the Pilot Program Authorized by AB2028.	
Approval of Amended Consent Calendar	On a motion by Trustee Du Bois, seconded by Trustee Martinez, the Board of Trustees approved the amended Consent Calendar. Voting “yes,”— Student Trustee Breslauer; Trustees Du Bois, Martinez, Sarver, Thomsen, and Weiner; voting “no”—none, and absent—none.	

Approval of Personnel Recommendations	On a motion on the Consent Calendar, the Board of Trustees approved the Personnel Recommendations and the Addenda as indicated.
Approval of Field Trips	On a motion on the Consent Calendar, the Board of Trustees approved the field trip requests for Sequoia High School's students to El Corte de Madera Creek on May 17, 2015, World Language students to Spain on June 9-30, 2015, World Language students to France on June 10-24, 2015, and Woodside High School's Leadership students to UC, Santa Barbara on July 27-30, 2015.
Approval of Warrants	On a motion on the Consent Calendar, the Board of Trustees approved the Warrants for March 2015, totaling \$6,208,772.84.
Acceptance of Monthly Financial Reports	On a motion on the Consent Calendar, the Board of Trustees approved the Monthly Financial Reports for March 2015.
Approval of Bid to Replace Roofing	On a motion on the Consent Calendar, the Board of Trustees awarded the bid to Pioneer Contracting in the amount of \$1,575,000 for the roof replacements at Carlmont, Menlo-Atherton, Sequoia and Woodside high schools; 1090 Mills Way, Redwood City, and 414 Fourth Avenue, in Redwood City.
Approval of 2015-16 Communication System, School Loop	On a motion on the Consent Calendar, the Board of Trustees approved the renewal of contract with School Loop for the 2015-2016 academic year.
Authorization to Declare Surplus Property	On a motion on the Consent Calendar, the Board of Trustees declared the listed items as surplus property, obsolete and unsuitable for use, and authorized the Superintendent to dispose of these surplus items in accordance with Education Code provisions.
Quarterly Reports on Williams Uniform Complaints	On a motion on the Consent Calendar, the Board of Trustees accepted the reports as presented.
Approval of Contract Amendment w/QKA for Architectural Services	On a motion on the Consent Calendar, the Board of Trustees approved the amendment to the contract with Quattrocchi Kwok Architects for the Redwood High Adult School Portable Building project in the amount of \$32,000.
Approval of Contract Amendment w/ HMC Architects for Services	On a motion on the Consent Calendar, the Board of Trustees approved the amended agreement in the amount of \$49,710 with HMC Architects for the Carlmont High School ADA accessible ramp, back-up power, and electrical upgrades.
Auth. to Lease Nine Modular Classrooms for Interim Student Housing at Menlo-Atherton	On a motion on the Consent Calendar, the Board of Trustees approved the lease of nine classroom units from Mobile Modular, Inc., for the Menlo-Atherton High School G-Wing Interim Housing project utilizing the competitively-bid Franklin McKinley contract.
Approval of Adoption of Geometry Textbook	On a motion on the Consent Calendar, the Board of Trustees approves the recommendation to purchase two geometry textbooks: <i>Discovering Geometry and College Preparatory Mathematics</i> .
Adopted Res. No. 1545, Exempt. SUHSD from Local Zoning at 555 Middlefield Road, Atherton	On a motion on the Consent Calendar, the Board of Trustees adopted Resolution No. 1545, exempting Sequoia Union High School District from application to the Town of Atherton zoning ordinances pursuant to Government Code Section 53094 for construction of facilities and improvements at 555 Middlefield Road in Atherton, California.
Renewal of Contract with iParadigms, LLC for TurnItIn.com	On a motion on the Consent Calendar, the Board of Trustees approved the renewal of the contract with iParadigms, LLC for TurnItIn.com software for the next three years at a price of \$57,579.35.
Special Recognitions	None
Public Comment	Sequoia High School Instructors Laura Larkin and Justine Rutigliano reported that the International Baccalaureate (IB) math studies classes have received an equity grant from the International Global Center and will participate in a pilot project, which will institute a model program to increase access for at-risk students to the IB curriculum.
Correspondence	None

Report on Advanced Placements

Superintendent Lianides reported that one of the district's Dashboard Exit Indicators is the number of students taking at least one Advanced Placement/International Baccalaureate (AP/IB) class before graduating. The data shows that while White and Hispanic students made relatively equal gains in this period, a significant gap still exists between subgroups. Dr. Lianides said the data reflects that the district participated in a grant-funded initiative with Equal Opportunity Schools (EOS), which focused on AP classes at Menlo-Atherton and Woodside high schools. These two schools experienced the largest gains in AP placements of underserved students. He noted that there are also a significant number of honors classes at both Carlmont and M-A; thus, the district has two separate systems in place. Placement in an 11th/12th grade honors course does not count, even if it gets the extra grade point bump on the Dashboard as an AP placement. Superintendent Lianides reported that overall as a district, a little more than half of our students take an AP class prior to graduation. AP classes and the University of California "a-g" required courses are two different things. The data for students receiving a "C" grade or better is critical data in assessing an "a-g" class, which is a key indicator for students getting to college.

In response to a question posed by Trustee Thomsen, Superintendent Lianides advised in order to show equity achievement, the chart shows each school independently by 11th and 12th grade participation rates and by ethnicity.

Trustee Du Bois expressed concern about student stress and pushing the importance of AP classes. She believes some student class assignments are not placed correctly.

Assistant Superintendent Bonnie Hansen noted that EOS is a better undertaking at the junior class level, and the passing grade does matter.

President Weiner noted that he sees an appreciative difference **among our sites** both in the retention rates and in the rates of the students getting "Cs" or better. He suggested further investigation to identify differential rates. A continued effort should be made to get students into the AP classes and provide support to get them through the course.

Student Trustee Breslauer said she has noticed that the AP class curriculum is streamlined and is not the same across the board.

Location of M-A Phase II Bldg.
and Tennis Court Facility

Chief Facility Officer Matthew Zito reported on the process taken, and alternatives studied, to place 22 additional classrooms at M-A by 2020 while maintaining the current program (with the existing 95 classrooms being fully-utilized). He described the challenge of placing the new Lab building, and the fact that there were no "good options." Mr. Zito advised that the seventh tennis court/new Lab building location involves aesthetics, configuration, storage, and honoring the long-term community support of the tennis program.

In response to a question posed by President Weiner, Community Member Carlos Aguilar clarified his suggestion to place the new Lab building under consideration on the hard court area known as the swamp.

Architect Katia McClain of LPA advised she had consulted with a sports facilities expert at her firm, who had provided two options for placement of a seventh tennis court if the existing one was removed to make a place for the proposed new Lab building. Option One places the seventh court right next to the second set of the three (east) courts, which run north to south; Option Two places the seventh court in front of both sets on the west side of three tennis courts situated east to west. Both options designate a section of the new Lab building as storage for the tennis program.

President Weiner noted that it seems Option One is the preferable choice to relocate the tennis court. In response to a question posed by President Weiner, Mr. Zito advised that the cost to re-build the seventh tennis court was \$250,000, plus an additional \$50,000 to improve the spectator viewing area; the total cost would be around \$300,000.

Trustee Thomsen said he is pleased to see that the design team is looking for solutions and did not want to see a reduction in program. In response to a question posed by Trustee Thomsen, Mr. Zito advised that the new school opening on Jefferson Drive in 2018 will help control enrollment at

M-A; we anticipate that two-thirds of the students will come from the Menlo-Atherton attendance area. However, there are 750 units of housing under construction, plus high density housing going up in the M-A area.

There is currently a flurry of construction activity, and we do need to be prepared for significant short-term growth. If the campus goes over 2600 students, there will be additional challenges. Mr. Zito advised that the draft Facility Master Plan for M-A includes the removal of older building wings to make way for a two-story building that makes better use of the property.

President Weiner said he sensed that there was Board consensus to maintain full capacity of the program with seven tennis courts. It would be a shame to undermine the work of passing a bond by reducing the capacity of a popular program at a time of growth. The tennis program has had a very successful past, and we should proceed to maintain full capacity. He requested staff to provide input as to from where the \$300,000 cost savings would be realized.

Overview of Process for 2015-16 Local Control Accountability Plan Isabel Cervantes-Falk, Coordinator, said this is the second year of the Local Control Accountability Plan (LCAP), which contains content and reflects upon what is stated on the SUHSD Dashboard.

President Weiner noted the district is hosting a LCAP general parent meeting on April 29, 2015. Coordinator Cervantes-Falk advised that the plan ensures clear and concise communication with district stakeholders with annual updates, and lists the steps moving forward in 2015-16.

In response to questions posed by Trustee Thomsen, Ms Cervantes-Falk advised staff is currently updating the LCAP. The plan will be reflective of how the district is spending its money for the purpose of improving student achievement, and it will be aligned with the SUHSD Strategic Goals.

Assistant Superintendent Hansen said staff will present how the goals have changed to better reflect next year's LCAP in June.

Isabel Cervantes-Falk said the 2014-15 LCAP progress report can be found on the district's website www.seq.org by selecting the Quick Link. There is also an online survey available, from which the input will be utilized.

In response to questions posed by Trustee Du Bois, Isabel Cervantes-Falk said staff will reach out to our foster youth and homeless population identified by the San Mateo County Office of Education and will do classroom presentations to communicate with as many groups of students as possible. Staff will visit English Language Development (ELD) and Limited English Proficient (LEP) classes; input has been requested from the Instructional Vice Principals in order to obtain a broader range of student participation.

In response to a question posed by President Weiner, Assistant Superintendent Hansen said that some goals may be re-worded.

Trustee Sarver noted that a bridge will be developed from the Strategic Plan to the Implementation Plan and asked how it would align with the groundwork for the third year of the LCAP process.

Trustee Weiner said if there were issues with the goals, it would be helpful if they were discussed prior to June 10.

Discussion of Construction Delivery Methods for Measure "A" Projects

Chief Facility Officer Matthew Zito said the Menlo-Atherton G-Wing and Carlmont's Increment One projects are near approval by the Department of State Architect, and decisions need to be made on the type of construction delivery methods the district will employ. The district is headed into a challenging environment because there are fewer contractors/sub-contractors and there are approximately 150 public school construction projects that will soon enter into contract. There are two types of construction delivery methods, one is the traditional Design-Bid-Build approach and the other is employing the Lease-Leaseback delivery method; which is the preferred choice to control schedule and delivery value in the current bidding climate. Staff is also considering a hybrid Lease-Leaseback approach that injects competition into the process with three general contractors presenting a guaranteed maximum price, and there is flexibility in the choice of contractor. The challenge is that the price will be initially higher; considering total cost, it will be comparable when the project is closed out.

QKA Architect Aaron Jobson advised with the Design-Bid-Build model the district must take the lowest responsive bid, and the district does not have as much control over the project and there is limited flexibility. With the Lease-Leaseback delivery method the district selects the general contractor; there is a guaranteed maximum price, and the contract is an “open book” with additional flexibility in the schedule.

The Construction Team has looked at the three upcoming projects, and it selected the delivery method that is the best value, and at the appropriate level of risk, for each project.

Carlmont High School Phase One, Increment One

This project involves complex utility work that needs to be done over the summer. There is a high level of risk for delays and the construction site is difficult to enter and exit. This project warrants a Lease-Leaseback contract. Currently there is a contractors list out for this project.

Sequoia High School Phase One Building

This is a relatively simple, single-story building project, and it is a candidate for the Design-Bid-Build delivery method.

Menlo-Atherton Phase One Building

This project is a good candidate for a Lease-Leaseback contract because the construction site is difficult to access. A Request for Proposals was issued to a select pool of contractors. Seven firms were interviewed and qualified into a contractor pool, from which three contractors will be selected to provide a guaranteed maximum price.

Superintendent Lianides said with the Lease-Leaseback method and a guaranteed maximum price, the best is pulled from both methods and the contractor can be selected that is a person with whom the district wants to do business.

Trustee Du Bois expressed concern about so much meeting time being spent on construction, and she requested written reports. She wants to spend time on the roll-out of Common Core and other topics. Trustee Du Bois noted that she is comfortable with what the architects are doing.

Trustee Sarver said this is a period of time when the expenditures are substantial; the Board is custodian of the district’s finances, and this is a portion of our responsibilities. He was pleased with the process and was appreciative of not getting buried in the details.

President Weiner said he agreed with Trustee Du Bois and had confidence that this was a strong district team; he trusted the decisions made on costs as well as on value. He has a high degree of confidence in the approach and encouraged staff to move forward.

Trustee Thomsen said most of our time should be spent on academics, and he too would like to receive written materials. He does feel a strong sense of fiscal responsibility.

Matthew Zito noted that if these project costs come in higher than anticipated it will put the two new schools in jeopardy.

Discussion of Possible Board Retreat

President Weiner reported having a conversation with Board Facilitator Dana Tom about possible topics for discussion at the Retreat. He proposed the following sequence for the discussion: **Communication**, Governance, and Implementation of the Strategic Plan. President Weiner noted that Mr. Tom would be with us during discussion of the first two items.

Trustee Du Bois said she thought the discussion items were fine but suggested that the facilitator stay for the entire meeting.

In response to questions posed by Trustee Martinez, Trustee Du Bois advised that Dana Tom is a former Board member of the Palo Alto Unified School District and now **is an independent governance consultant**.

Trustee Du Bois said the discussion would be about communication styles and how each Board member looks at things differently. Trustee Martinez said she did not mind if Mr. Tom joined the Board for the third portion of the meeting.

President Weiner said Mr. Tom had suggested sending a survey on governance issues to each Board member. He noted that everyone has different views, and advice will be provided. President Weiner noted that we need to discuss the issues that matter to us.

Trustee Du Bois suggested talking about rules of protocol.

Trustee Sarver observed that the Board has many accomplishments in addition to what is currently on our plate. Working toward alignment, a facilitator might add balance to what we are doing, or an outsider might confuse things. Trustee Sarver suggested focusing on formalizing and organizing.

Trustee Thomsen said he thought the Board did a good job on communication. He would like to focus on the issues.

Superintendent Lianides advised that Dana Tom would only facilitate the discussions on **Communication** and Governance. There was consensus that the Board Retreat be held on Wednesday, May 27, 2015, at 5:30 p.m., at 480 James Avenue, Redwood City CA.

Public Hearing Opened
at 8:17 p.m.

President Weiner opened the Public Hearing at 8:17 p.m. on Sequoia Union High School District's Initial Bargaining Proposal to the Sequoia District Teachers' Association for 2015-16.

No comments were received.

Public Hearing Closed
at 8:18 p.m.

President Weiner closed the Public Hearing at 8:18 p.m.

Approval of WASC/SPSA
Site Plan for Sequoia High School

Sequoia High School Principal Sean Priest reviewed the Dashboard data; he said all roads lead back to the achievement gap and writing and numeracy. He noted that the Sequoia staff is dynamic, progressive, and able to get beyond the issues, and there is equity not only in access but equity in outcomes. Principal Priest reviewed the progress achieved on suspensions and expulsion rates and said Sequoia is on the leading edge. Academic progress for ninth/tenth grade data has been valuable and reflective of student improvement. Students feel safe both on campus and in the classroom. Early intervention programs include Team Ascent, Aspirations Advocates, School Resource Officer, and the Teen Resource Center. Programs supporting academics include Advancement Via Individual Determination (AVID), Academics, and BUILD. Mr. Priest said there is impressive support and focus on numeracy, English Language Arts proficiency, California English Language Development Test (CELDT) levels, with tremendous support for these students resulting in improvement. There is significant growth in University of California "a-g" completion rates. Sequoia has an International Baccalaureate (IB) equity grant focused on current ninth graders, and the IB assessments align with Common Core assessments. Principal Priest noted of particular concern are: students with multiple "Ds" and "Fs" who are long-term English Learners; establishing pathways and support for under-represented students in IB and STEM classes; providing the tools for "a-g" students to be successful in a four-year college, and giving effective support to students struggling in heterogeneous classes.

Trustee Sarver stated this was a premier report that provides an exciting picture of a progressive school community that has a challenging population. You advise that faculty is receiving meaningful data. You talk about moving rigorous courses forward into ninth grade; anything we can do to get the message of what high school is about to middle school students will be helpful.

Trustee Du Bois agreed and asked about truancy. Principal Priest said too many students are not showing up. The problem with truancy is solutions are limited. The focus has to be on the ninth graders, and relationships are key factors. In response to a question posed by Trustee Du Bois, Sean Priest said we are looking at developing a plan to help students who most need the support. Our strategy has been to attack truancy with strong academic programs at both ends of the spectrum.

Trustee Thomsen said the report makes us feel confident that great things are happening at Sequoia High School. In response to a question posed by Trustee Thomsen, Sean Priest said the long-term English Learner students are not getting the education they need in their elementary years. For every student there is a different issue, and the kids have learned how to keep a low profile. I am very fortunate to have a staff that wants to explore how to help these students.

Superintendent Lianides noted that a good topic to explore would be long-term English Learners from a K-12 perspective.

Assistant Superintendent Hansen noted that Redwood City Elementary District is working toward getting all students reading at the third grade level.

In response to a question posed by Trustee Thomsen, Principal Priest said the students have experienced success with Cyber High online credit recovery system; once again, student motivation is the key.

In response to a question posed by Trustee Du Bois, Sean Priest advised much of the work we have been doing is validated and the teachers are enthusiastic about the implementation of Common Core.

Trustee Martinez said she is impressed with the work going on at Sequoia. She is excited to know how the students in the STEM classes are prepared for college.

In response to a question posed by Student Trustee Breslauer, Principal Priest said numeracy is integrated into history and foreign language classes with concepts presented in context and students think about numeracy in another language.

President Weiner noted it is the work done behind the scenes that deserves the credit. The data on long-term English Learners shows much improvement. In response to questions posed by President Weiner, Mr. Priest said evaluating the progress of English Learners involves focusing on an all-school writing program to improve language skills, and addressing low achievement on the California High School Exit Exam (CAHSEE). One of the skills is the ability to read and understand something that is not of personal interest to the student.

On a motion by Trustee Thomsen, seconded by Trustee Du Bois the Board of Trustees approved the WASC/SPSA Site Plan for Sequoia High School.

Approval of Amended Minutes
for 04/01/15, Board Meeting

On a motion by Trustee Sarver, seconded by Trustee Thomsen, the Board of Trustees approved the amended minutes for the April 1, 2015, Board meeting. Trustee Martinez abstained from voting because she was not present at the meeting on April 1, 2015.

Adoption of Res. No. 1544,
Directing SMC Elections to
Conduct 11/3/15, Election
Wholly by Mail

Sequoia District Teachers' Association Bargaining Chairperson Gregory Gruszynski said this resolution concerns the demographic process involving election of our Board of Trustees. He has read Representative Mullin's law and is concerned it might result in lower voter turnout than we already experience. Mr. Gruszynski said there would be a decrease in demography, which we do not want. It requires reporting directly to the state, and certain ethnic groups will be less represented than in past elections. If there is lower voter turnout for key ethnic groups he suggested that this all-mailed election not be used in the future in an effort for saving money. Chairperson Gruszynski said it could be a "wash" in terms of voter turn-out. We have heard that since our school board elections have been held in the off-term years with lower voter turnout, perhaps it should be considered to move school board elections to even-numbered years when there is a higher voter turnout. Mr. Gruszynski noted that there have been conversations with other school board members.

President Weiner said he had heard of no such conversations.

Trustee Thomsen said he appreciated the fact that Mr. Gruszynski recognizes that this pilot election is an experiment and we affirm that. He has not heard about shifting election dates, which would have the affect of supporting the incumbent.

Superintendent Lianides advised that for this all-mailed pilot election to take place every public agency will need agree to the process for it to go into effect this fall.

President Weiner said most people do vote by mail. There appears to be no appreciative difference in the patterns at the polls when compared to mail-in voters. It did not appear there would be any change in the outcome. He thanked Mr. Gruszynski for his concern

On a motion by Trustee Sarver, seconded by Trustee Du Bois, the Board of Trustees adopted Resolution No. 1544, Directing San Mateo County Elections Officer to conduct a November 3, 2015, election wholly by mail pursuant to the pilot program authorized by Assembly Bill 2028.

Board of Trustees'/Supt's.
Comments & Committee Reports

Trustee Sarver reported meeting with Ravenswood City Elementary District in a two-by-two meeting, which reinforced the growing partnership and articulation between Ravenswood, Menlo-Atherton High School. Trustee Sarver said he is looking forward to attending the Progress Seminar.

Trustee Martinez said she attended the Pops Concert at Sequoia last night.

Student Trustee Breslauer reported that applications for next year's student trustee are due on May 11. In response to a question posed by the Student Trustee, Superintendent Lianides advised that there have been student trustees who were members of the Junior class; in fact there was a student trustee who served in that capacity for two years in a row.

Meeting Adjourned at 9:28 p.m.

On a motion by Trustee Sarver, seconded by Trustee Du Bois, the Board of Trustees adjourned its meeting at 9:28 p.m.

Respectfully submitted,

Allen Weiner, President

Alan Sarver, Clerk